

Acalth Departmented Celebrated World TB Dag



World Tuberculosis (TB) Day Awareness was held in the lobby of the Shelby County Health Department on March 23rd, 2012. The theme focused on "Stop TB in My Life Time." TB information was given to visitors who picked up information on signs and symptoms of tuberculosis. They answered trivia questions and had fun learning about this air-born disease.

TB, or tuberculosis, is a disease caused by bacteria called Mycobacterium tuberculosis. The bacteria can attack any part of your body, but they usually attack the lungs. TB disease was once the leading cause of death in the United States. Each year since 2000, Memphis and Shelby County has an average a total 80 confirmed cases.

Tuberculosis germs are spread through the air when someone with infectious TB coughs, sneezes, or in some way spreads germs into the air around them.

A skin test is the only way to tell if you have TB infection. The test is positive if a bump about the size of a pencil eraser or bigger appears on your arm. This bump means you probably have a TB infection. If you have a TB infection (a positive skin test reaction), you need to take medicine to keep from developing the TB disease. This calls for treatment of a TB infection and usually lasts from four to nine months. TB disease can almost always be cured with medicine. Please visit the website at

http://www.shelbycountytn.gov/FAQ.aspx?TID=48 or call the Health Department at (901) 222-9664.

Story Contributors:

Dini Malone, Juvenile Court ACA
Mattie James, Mayor's Schedule
Adrienne Evans, Audit
Harvey Kennedy, 2013 Budget
Jillian Mull, Gen. Sess. Tribute
Sandra Mathias, Flood Safety
Stephanie Rice, G'town Marathon
Kate Hendrix, MPO Community Outreach

Chris Sheffield, *Trustee's Office Move*Brenda Greene, *Medco Pharmacy*Dottie Jones, *Women of Excellence*Margie Hyde and Chamayne Shaw, *Condolences, Anniversaries, & Retirements*

"Daffodils,

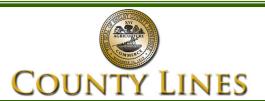
That come before the swallow dares,
and take

The winds of March with beauty"

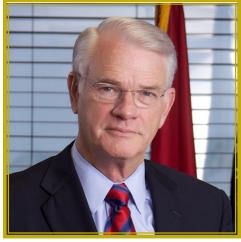
~William Shakespeare

Inside this Issue:

Greetings from the Mayor	2
SCFD Retirees	3
Audit & Finance	3
Departmental Tribute	3
County Commissioners' Profiles	4
Flood Safety	5
Germantown Living Green	6
Germantown Marathon	6
Trustee's Office Move	7
Anniversaries, Retirees &	
Condolences	8



Greetings from the Mayor



Mark H. Luttrell, Jr.

It's been a busy year so far. The budget continues to be our top priority as discussions continue with the Shelby County Commission. As mentioned in previous newsletters, I'm very proud of you and the outstanding job you have done to help us curb expenses and become a more efficient operation.

You will read in this edition of *The County Lines* about several Shelby County Government sponsored events held throughout the community to help citizens—from recognizing the warning signs of various diseases to helping celebrate the latest ways to conserve energy and promote recycling.

Finally, we're continuing to keep a high presence in neighborhoods across the county to address health and zoning code violations. Our work is evident. We're making lots of progress thanks to you.

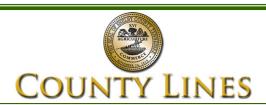
Let's continue to put the requests of citizens at the top of our priority list, with a fast and courteous response to all who contact us. Thanks again for your efforts!

Machinetally.

Mayor Luttrell on the Move...

- 03/01 Read Across America Owen's School
- 03/01 Remarks United Way's Annual Meeting and Campaign Celebration Luncheon Rally
- 03/01 Remarks Retirement Celebration for Reuben V. Hodge
- 03/01 Present Proclamation Willie Mitchell Royal Studios Historical Marker Dedication
- 03/01 Remarks Bartlett High School PTSA Trivia
- 03/01 Present Joint Proclamation at Arc Mid-South Kick Off Celebration for National Developmental Disabilities Awareness Month
- 03/02 Read Across America Kate Bond Elementary
- 03/02 Remarks Southern Cotton Ginners Association
- 03/02 Germantown Charity Horse Show Royal Ball
- 03/03 Judge for Cystic Fibrosis event
- 03/03/12 Present Joint Proclamation Grand Krewe Phoenix Coronation
- 03/05 Urban County Caucus Breakfast
- 03/05 NACO Board of Directors Reception
- 03/06 Speaker at Ernst & Young Memphis CFO Network
- 03/06 Speaker at 36th Annual NAACP Freedom Fund Gala
- 03/07 Books from Birth Advisory Council Spring Meeting
- 03/07 Speak to City Leadership
- 03/07 Interview The Cumulus-Memphis Radio Group
- 03/08 Remarks Disaster Recovery Conference
- 03/08 Remarks HIV/AIDS Network 2012 Conference
- 03/12 Elected Officials Prayer Breakfast
- 03/12 Picture with Kristen Posey Russell with Girl Scouts Heart of the South
- 03/12 Remarks Harahan Bridge Public Meeting
- 03/13 Present Bill Nicol with Heart Walk Honorary Co-Chairman Plaque
- 03/13 AKA Welcome video for Regional Conference
- 03/13 Remarks Lakeland Area of Commerce Event
- 03/14 Present Certificate to Lynda Whalen and Lysa Walterhouse
- 03/14 Present Proclamaation to D'bo's

- Sings n' More
- 03/14 Stand for Children and Teach Plus Speakers Bureau
- 03/15 Remarks Tenn. Labor Management conference/FMCS
- 03/15 Remarks Daughters of 1812 Brief Ceremony honoring 245th birthday of Gen. Andrew Jackson
- 03/16 Memphis Newsmakers, Chan. 3
- 03/16 Visitation for Vera Redwing Lewis
- 03/17 Remarks Wolf River Conservancy tree planting event
- 03/18 Remarks Riverside Missionary Baptist Church 125th Anniversary
- 03/18 Interview with Reuben Stint
- 03/19 Remarks tnAchieves Mentor Breakfast
- 03/19 Miami Trip Defending Childhood Task Force Hearing
- 03/20 Videotaping- Youth Violence Defending Childhood Initiative
- 03/20 Citizens University: Week 8: "Ready and Waiting"
- 03/21 Serve food at MIFA's Mayors for Meals
- 03/21 Present Proclamation to Judge Curtis Person
- 03/21 Withers Museum Visit
- 03/22 Tour SC Regional Forensic Center
- 03/22 Video/Interview for Hattiloo Theatre
- 03/22 Press Conference for the SBA Emerging 200 Program
- 03/22 Closing Prayer at HopeWorks Dinner
- 03/23 Remarks at Victory University Advisory Committee
- 03/23 Read Across America Whitehaven Head Start
- 03/23 MSCC Press Conference
- 03/23 Remarks Life Choices Annual Fundraising Banquet and Auction
- 03/24 Remarks County Commission Retreat
- 03/24 "Meet in the streets to march on the madness" Prayer Rally
- 03/24 Present Awards at National History Day Competition
- 03/24 Reception Publication of Lewis Donelson's memoir, Lewie
- 03/26 Remarks US Airways Inauguration
- 03/26 Videotaping for JCC Maccabi Games
- 03/27 WDIA Radio Interview
- 03/27 Citizens University: Week 9: "A Night to Remember"



Internal Audit

Audit Preparation

An audit is not an ordeal to complicate your organization/division. Actually, internal audit reviews are verification of organizations' financial and internal control systems and that key management objectives are being achieved. Internal audit reviews in partnership with your organization should be viewed as a "proactive" approach to identify opportunities for improvements. Internal audit, in identifying opportunities for improvements, assess the efficiency and effectiveness of operations and/or address the satisfactory follow-thru on findings/recommendations from either internal or external audits.

Although audits can be preceded as disruptive and intrusive, being prepared can be a value-added opportunity for all involved. Listed below are some basic preparations to consider.

- Review prior audit findings and verify all issues/recommendations were addressed.
- Contact auditors for list of schedules/template. You may learn a better way to organize and maybe modify routine reports/task.
- Reconcile detail to general ledger account totals: bank ac counts, accounts receivable, accounts payable, investment accounts, etc.
- Organize supporting documentations for all transactions.
- Determine contact for specific areas under audit.
- Be prepared to discuss any major changes in management, operations, technology, contracts/agreements, personnel, and standard operating procedures. Establish an "auditor" file for these items.
- Conduct ongoing monitoring of the financial operations' internal controls, processes, general ledgers, reconciliations, and related supporting documentation by key personnel.

By following these simple suggestions, you will improve your department's integrity and value in accomplishing the organization's operating goals.

CAO's Office—Finance & Budget

2013 Budget

Mayor Luttrell announced at a retreat held by the County Board of Commissioners on Saturday, March 24, 2012 that the Administration had completed its budget for FY 13 and that we would be submitting a balanced budget WITH NO TAX INCREASE. (At the timing of this publication, the budget had been presented to the County Commissioner Committee. April newsletter will reflect this meeting.) The Mayor along with CAO Harvey Kennedy, Deputy CAO Kim Hackney and Chief Financial Officer, Mike Swift attended the retreat. The Shelby County Commissioners were advised, that, although there were a number of unavoidable increases planned for certain expenditures in the upcoming budget year and that revenues were projected to remain essentially flat, through the efforts of many of the Elected Officials and Divisions of the Mayor's Administration in making budget cuts, a 1% pay raise for employees was being proposed.

The County's general fund is heavily dependent upon property tax collections with 66% of its revenue generated from that source. Overall, general fund revenues are expected to increase by about 1% next fiscal year. On the expenditure side of the general fund budget, pension fund cost will increase slightly as will cost of health insurance. Early estimates are that family coverage will increase by about \$20 per month. Because of the increases to employees, the Administration is proposing the 1% increase to employee salaries. It is important to note that the budget is being balanced without a tax increase and without the use of any of the County's reserve fund maintained for "rainy day" purposes. This is important to keeping our bond rating sound so that when capital projects get funded by bond proceeds, we get the best possible rates on those bonds, saving the county large amounts in interest payments.

JUDY FINLEY



the o

Judy had strength that couldn't be bought While others would whimper, She stayed strong and fought.

Battling Cancer for 12 years in a row

If she was suffering, Nobody would know.

Well years passed, And minutes flew

Her time was getting shorter, As her love for life grew.

Well one day, God asked her to go get her wings & join him in paradise doing heavenly things.

Her friends would all miss her, her family, too.
That charisma, that smile making each day new.
"Judy honey, I hope you're having fun in the clouds."

~~Judy's co-workers from the General Sessions office wrote this personal tribute to her.~~



Shelby County Commissioners Profiles

Get to know your Commissioner—over the next few months, each commissioner will be featured—
The Commissioners were asked a series of questions that will help our employees know more about these county servants from a personal view. The commissioners were given the liberty to add any additional information important to give the reader a broader perspective of their personality.



Commissioner Mike Ritz

♦ What district do you serve? District 1, Position 1

Why did you run for public office? My family and I came to Memphis in 1977. My employment and business activities allowed me to retire relatively early, and I thought I could give back to the community that was so good to me.

♦ What have been some of the most important Shelby County issues you have voted on? The Ethics Ordinance. The Adult Oriented Business Ordinance. Term limits for our board and commission-

ers, opening up positions for new and young adults to serve.

- ♦ What do you do for enjoyment and entertainment? Woodworking. Travel visiting our grandson who lives in Atlanta.
- ♦ If you were to make a "bucket list," what are some things you would like to do? *More travel...*
- ♦ What was the last book you read? What did you like or dislike about it? The approximately 350 page proposed FY 2013 County Budget by Mike Swift. To long and confusing!
- ♦ What are your favorite TV and radio programs? Sports, except boxing and martial arts stuff.
- ♦ What is your favorite genre of music? '60's & '70's rock and roll.
- ♦ What is the last movie you saw? Warhorse.
- ♦ What advice do you have for our youth, ages 12-17? Stay close and listen to the adults you respect.
- ♦ What would you like to say to Shelby County Government employees? Thank you for your dedication and work.

Citizen Involvement

Shelby Countians are encouraged to be involved. Citizens may write letters or send emails to their County Commissioners to share ideas and concerns. This input helps commissioners know what constituents want and expect from Shelby County Government.

Committee and Commission meetings are open to the public. The public is welcome to attend meetings and may speak on any agenda item by completing and submitting a Request to Speak Card.

You may contact the County Commission staff to inquire or share information with the Commission. The Commission office's phone number is (901) 222-1000.

- What district do you serve?
 District 4, Position 3 Most all of Shelby County outside of Memphis
- ♦ Why did you run for public office? I ran for office because I have a passion for Shelby County. I want to try to turn things around, give people an incentive to stay, and to try to get people to return. Because every time someone leaves, it ups the burden (taxes) on the

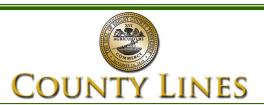


Commissioner Terry Roland

rest of the citizens here. And I'm going to try to keep Shelby County from becoming the next Detroit.

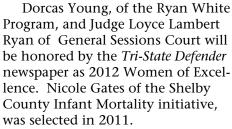
- ♦ What have been some of the most important Shelby County issues you have voted on? Redistricting, the budget and I voted AGAINST School Consolidation.
- ♦ What other community activities and/or organizations are you involved in? Faith Assembly Church, State Executive Committee for the Republican Party, Board of Directors for Professional Care Service (a mental health provider), Advisory Board for First Citizens Bank, Forest Drive Civic Club, Mason York Rite & Scottish Rite, Eads & Fisherville Civic Club, Member Highland Hundred, Member of NFIB (National Federation of Independent Businesses), and Member of NRA (National Rifle Association)
- ♦ What do you do for enjoyment and entertainment? Hunting, Fishing, play the guitar and piano, Memphis Tiger Football/Basketball, avid Chicago Bears Fan (Da Bears!) and ex-professional cowboy/bull rider.
- ♦ If you were to make a "bucket list," what are some things you would like to do? Go Grizzly Bear Hunting, Go Moose Hunting, Travel around the world.
- ♦ What was the last book you read? What did you like or dislike about it? Sergeant York. It is a great autobiography about one of my favorite heroes Sergeant Alvin York most decorated Medal of Honor winner, a man of faith and a great Tennessean.
- ♦ What are your favorite TV and radio programs? The History Channel, The Military Channel, American Pickers, Glee, American Idol, 2½ Men, FOX NEWS, True Blood, Boardwalk Empire and The Voice. Radio = XM the highway and anything Country or Rock & Roll.

County Commission continued on page 5



Congratulations!!

Women of Excellence



This prestigious award is in its fifth year and has honored over 200 women of color in and around the Memphis area. Women are selected based on their proven success within their profession/industry and their image as positive role models whose contributions encourage others. They must be highly active in community service or organizational involvement leading to positive impact on the lives of others.

The High Tea Brunch will be held on April 28th, 10 am, at the Botanic Gardens. Call (901) 523-1818 for more information.

County Commissioners

Profiles continued from page 4— Commissioner Roland

- ♦ What is your favorite genre of music? Southern Rock and Country
- ♦ What is the last movie you saw? J Edgar – but my favorite movie is the Hangover and Lone Star State of Mind.
- ♦ What advice do you have for our youth, ages 12-17? Become a conservative republican, get your education, learn to hunt & fish, learn self responsibility and ALWAYS put Jesus First!
- ♦ What would you like to say to Shelby County Government employees? What I always say each time I see them THANK YOU! There is no way that I could ever thank our employees enough. The Administration and the elected officials would be nothing without the great employees we have. That is why I have always and will always be an advocate for them.



Dorcas Young

Dorcas Young is the Program Manager of the Shelby County Ryan White Program. The Ryan White Program serves over 3,500 people living with HIV/AIDS with necessary medical and support services that allow them to live healthier lives.

Dorcas graduated from the University of North Carolina at Chapel Hill, where she received a full scholarship through *Memphis Challenge*, a local initiative that encourages students to excel in high school with college-bound potential. She returned to Memphis to hold positions at Glorious Future Community Head Start, Memphis HOPE VI Project, and The Church Health Center.

Along with being a graduate of Leadership Memphis Class of 2005, Dorcas is a Leadership Academy Fellow and serves on the board of Memphis PREP. She is also a proud member of Delta Sigma Theta Sorority, Inc.

Dorcas received her Masters of Public Administration, with honors, from the University of Memphis; and is currently pursuing options for a Ph.D. She has one daughter.

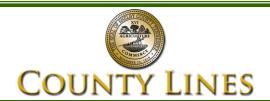


Judge Loyce Lambert Ryan

Loyce Lambert Ryan is the presiding Judge of General Sessions Criminal Court Division XV. Prior to her election on August 2000, Judge Lambert Ryan was the first female member and supervisor of the Capital Defense Team of the Shelby County Public Defenders' Office. She was the first female president of the Ben F. Jones Chapter of the National Bar Association and has been honored with its' highest award, the A.A. Latting Award for Outstanding Legal Services in 1995.

She is a member of the River City Chapter of the Links, Inc.; Top Teens of America and Top Ladies of Distinction, Inc. Judge Lambert Ryan is active in her church, Parkway Gardens United Presbyterian Church.

Judge Lambert Ryan is a 1980 graduate of Clark Atlanta University and a 1983 Juris Doctorate recipient from the University Of Iowa College Of Law. She served as a Reginald Heber Smith Community Lawyer fellow in 1983-85 and was employed with the Department of Justice in 1985. Judge Lambert Ryan is married and has one child.



Metropolitan Planning Organization

Germantown Living Green



John Paul Shaffer, MPO Transportation Planner reviewed Germantown Bicycle and Pedestrian Map with citizens.

The Memphis Urban Area Metropolitan Planning Organization (MPO) hosted a booth at the Germantown Living Green Expo on March 2nd to inform citizens on the role the MPO plays in planning and programming transportation facilities for the area, to educate the public on the process of project selection in the long range transportation plan, and to answer questions related to multi-modal transportation planning. This is the second year that the Memphis MPO has been asked to be a part of the Living Green Expo, which in conjunction with Arbor Day gives away free locally grown tree seedlings to residents. Many of the citizens that attend this event are interested in the Memphis MPO's Regional Bicycle & Pedestrian Plan, which was adopted in December 2011. MPO Transportation Planners presented maps to the citizens at the expo showing the network of existing and proposed pedestrian and bicycle facilities including bicycle lanes, paved shoulders, shared use paths, walking paths, and dirt trails within the City of Germantown and the Memphis MPO region.

The MPO handed out plastic cups and frisbees with their web address as well as brochures and newsletters to better inform citizens on the functions of the MPO, what it means to the public, and ways that they can get involved. Please check out our website: www.memphismpo.org for updates as well as our facebook page: Memphis Urban Area MPO for information on upcoming meetings, plans, and transportation related news and articles.

Pretrial Services

Germantown Marathon

Pretrial Services very own Laquitta Nelson
participated in the
Germantown Half
Marathon and Mayors cup
5k. This was Laquitta's first
marathon and she finished
in 2:31.17. Pretrial Services
employee Lisa Hill who
has been running and
participating in marathons
for years was her trainer.



Human Resources

Medco Health Solutions

Effective immediately, Medco Health Solutions has added several 90 day pharmacies to its retail network. This network will allow Shelby County members to fill their maintenance drugs for up to a 90 day supply, while still paying the same mail order co-pays as the Medco Pharmacy (Medco's mail service). However, employees will need a new prescription from their doctor written for a 90 day supply to utilize the local network, preferably with three (3) refills. Employees should contact the pharmacy to ensure its network participation.

Visit Shelby County's

<u>Intranet:</u>

http://scportal.shelby.elink:7501/Intranet/dotShowDoc/Intranet/HumanResources/Content/11_oe_index.htm

Internet:

http://shelbycountytn.gov/index.aspx?NID=167 or call Employee Benefits at (901)222-2346 or (901)222-2331.

Other local pharmacies such as Kroger, Walgreen, CVS, Costco, Rite Aid, etc., are NOT participating in the 90 day program. You may either use the Medco Pharmacy or the new network pharmacies for your 90 day mail order supply. Remember, you save money when purchasing a 90 day supply of your maintenance medication.



Trustee Office Move



The Shelby County Trustee has moved into newly-renovated offices at 157 Poplar after more than four years of planning. "The \$5.5 million renovation not only saved the iconic, 40-year-old building from imminent destruction, but also has provided a more convenient and appealing location to for taxpayers to conduct county business," said Shelby County Trustee David Lenoir.

"The efforts of all my staff and the county, including Support Services, to make this renovation and move happen have been nothing short of outstanding," Lenoir said. "It's an office the taxpayers of Shelby County should be proud of." Staff began the multi-phase move into 157 Poplar in mid-February and concluded in early March. The office previously occupied two floors in the Shelby County Building at 160 N. Main.

During the move, offices were open in the old and new office spaces to accommodate taxpayers with minimal disruption.

The University of Memphis adjunct professor of architecture, Jennifer Thompson, and a group of students from the University Of Memphis' Department Of Architecture participated in the redesign of the 61,700-square-foot space. Every effort was made to design an environmentally friendly space that would be an example of leadership in energy and quality environmental design. The new design reused and purchased LEED-certified materials.

Features of the renovated building included replacement of single pane windows with double pane insulated windows that reduced sunlight and heat; and outside air infiltration that will improve energy consumption. A new sprinkler system was installed, along with a new air conditioning system and hot water boilers. These upgrades will provide more efficient systems.

In addition to its collaboration with the University of Memphis, the Trustee's office formed community partnerships with the Metal Museum and The Memphis College of Art to showcase local art in the first floor lobby.

The new location, 157 Poplar, is also home to the District Attorney General and Shelby County Jury Commission offices.

An open house for 157 Poplar is planned for early summer.



About Shelby County

Shelby County was established in 1819. It is the state's largest county both in terms of population and geographic area. Its county seat is Memphis. It is part of the Memphis Metropolitan Statistical Area, which comprises eight counties in the three states of Tennessee, Mississippi, and Arkansas. Shelby County was named for Governor Isaac Shelby (1750-1826) of Kentucky.

Shelby County is governed by a mayor-commissioner form of government under a Home Rule Charter that went into effect on September 1, 1986. Each serves a 4-year term. Together, the administration and the Board of County Commissioners are responsible for governing the most populous of Tennessee's 95 counties. The county's personnel staff of approximately 6,270 people have the direct duty of providing services for 910,100 citizens according to the 2007 estimated census data.

Mark H. Luttrell, Jr., was elected as Shelby County Mayor on August 5, 2010.



MARCH 2012 ANNIVERSARIES

35 Years of Service

Marjorie K. Terry, Health Department

25 Years of Service

William D. George, Correction Center Patricia D. Samuels, Human Resources Mary P. Butram, InfoTechnologies Gordon L. Abernathie, Sheriff's Office Johnny L. Arnold, Sheriff's Office Judy D. Blackburn, Sheriff's Office Todd J. Cash, Sheriff's Office **Iames P. Dollahite.** Sheriff's Office Louie T. Hall, Jr., Sheriff's Office Frederick Hughes, Sheriff's Office Ricky P. McCoy, Sheriff's Office Kevin W. McElhaney, Sheriff's Office John H. Mills, Sheriff's Office Boyd N. Schaeffer, Sheriff's Office Elaine H. Shelby, Sheriff's Office James C. Sneed, Jr., Sheriff's Office Charles E. Tarwater, Jr., Sheriff's Office Albert Veglio, Sheriff's Office



MARCH 2012 RETIREES Employee, (Yrs of Svc) & Department

Charles A. Blevins (22), Road Department
Barbara J. Boone (17), Sheriff's Office
Nathan S. Chamness (25), Assessor's Office
Don T. Coleman (25), Fire Department
Bobby L. Davis (26), Sheriff's Office
Jacqueline Davis (29), Sheriff's Office
Nickey C. Hazlerig (23), Sheriff's Office
Delores J. Henderson (10), Sheriff's Office
Bobby J. Johnson (11), Code Enforcement
Laverne Jones (14), Juvenile Court
Bertha A. Ross (20), Correction Center
Larry D. Slaughter (29), Sheriff's Office

MARCH 2012 CONDOLENCES

Below is a list of employees who lost a loved one this month. Please keep them and their families in your prayers.

Condolences

<u>Department</u>
Fire Department
EOC
PreTrial Services
District Attorney's Office
Assessor's Office
Criminal Court
Assessor's Office
Corrections Center
Circuit Court
Health Department
Assessor's Office
Tenndercare program County Clerk's Office Health Department

Relative William H. Ivory, Jr. Joshua R.L. Finnie Betty Guest Willie Jones Helen Gibson Elton Smith Jared Thomas James Coleman Jeanette Ward Jerry Blackwell Eddie Flowers

Relations
Brother
Father-In-Law
Mother
Father
Mother
Brother
Son
Husband
Mother
Sister
Father
Self
Self
Self

Shelby County Government Mayor's Office

160 North Main Street Memphis, Tennessee 38103 Phone: 901-222-2000

Fax: 901-222-2005

E-mail: Newsletter@shelbycountytn.gov
Please submit stories, comments, and questions
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